



**COMMONWEALTH OF MASSACHUSETTS
TOWN OF NEW MARLBOROUGH
OFFICE OF THE BOARD OF SELECTMEN
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**Tara B. White, Chair
Michele Shalaby
Nathaniel H. Yohalem
Board of Selectmen**

**Minutes of Selectmen's Meeting
Wednesday, March 11, 2015
1:00 p.m.**

Board Members Present: Tara B. White, Chairman
Michele Shalaby
Nathaniel Yohalem

Others Present: Joseph Kellogg, Administrative Assistant
Sharon Fleck, Administrative Secretary

The meeting of the Board of Selectmen convened at 1:04 p.m.

Police Department Budget – Police Chief, Graham Frank, indicated that the salaries have increased due to his request for an additional eight hour, part-time shift. His overall budget, however, has decreased by over \$4500. He explained that due to the additional time needed for administrative work, he has been unable to work the shifts he did previously and, therefore, has requested one additional shift per week.

Budgets - The following budgets for FY16 were presented to the Board for approval:

Town Accountant Expenses	\$ 4,306	Increase \$201 for software
(Tara White recused herself from this vote)		
Grant Writer Salary	\$ -0-	Decrease of \$5,000
Grant Writer Expenses	\$ 750	Increase of \$250
Treasurer Salary	\$17,386	Increase of \$341*
Assistant Treasurer Salary	\$ 5,304	Increase of \$104*
Town Officer Expenses	\$ 1,000	Level Funded
Town Hall Account	\$39,000	Increase of \$1,000
Town Officers Bonds	\$ 1,250	Level Funded
Printing	\$ 2,700	Level Funded
Cemetery Salaries	\$35,383	Increase \$694*
School Committee Expenses	\$ 1,500	Level Funded
Memorial Day	900	Level Funded
Constable Salaries	\$ 475	Level Funded

Emergency Mgr. Notification	\$ 2,750	Decrease \$563
NM Rescue Salary	\$ 6,300	Level Funded
Animal Control Officer	\$ 2,100	Level Funded
Animal Expense	\$ 1,600	Level Funded
Animal Control Office Expenses	\$ 3,411	Level Funded
Tree Warden Salary	\$ 1,000	Level Funded
Tree Work	\$15,000	Level Funded
911 Coordinator Expenses	\$ 500	Level Funded
Berkshire County Communications	\$ 9,412	Increase \$274
Household Hazardous Waste	\$ 1,336	Increase \$57
Board of Health Salaries	\$ 1,250	Level Funded
Board of Health Clerical	\$ 5,000	Level Funded
Transfer Station Salaries	\$18,168	Increase \$357*
Transfer Station Expenses	\$63,000	Increase \$2,000
Children's Health Program	\$ 1,000	Level Funded
Worker's Compensation Insurance	\$23,000	Increase \$4,450
(General) Insurance Expense	\$78,000	Increase \$12,000
Veteran's Benefits Ch 115 Trust	\$ 8,000	Increase \$2,000
Regional Planning Commission	\$ 1,063	Increase \$27

*Indicates a 2% salary increase

A motion was made, seconded and so voted to approve the above FY16 budgets.

Interview John Sullivan – John Sullivan was interviewed by the Board for the position of Treasurer. His credentials and background yielded a great deal of experience in the business world; however, he has not worked in a municipal position. He enlightened the Board with his education and experience. He also was advised, that should he be selected for this position, he would have to go for training to become certified as a Treasurer and that he would also have to learn the Softright accounting system. In addition, Mr. Sullivan was told that this was a 12-15 hour position per week; however, the Treasurer should be available to the employees of the Town, one day a week in order to service the employees, as that position also serves as Human Resources. It was explained that full day could be one full day or broken into two, i.e. one morning and then one afternoon. There also would be times when the Treasurer would be required to attend Finance Committee meetings as well as be available for the Annual Town Meeting the first Monday in May, as well as any other special Town Meetings that may be called. He was advised that the Treasurer's position would be responsible for securing loans for the Town and he would have to be bondable. John advised he would be available to start immediately.

The Board discussed the fact that both Jenn Goewey and Pat Mielke (when she returns from Florida in May) will be available to assist whichever candidate is selected.

Two candidates were interviewed for this position; a decision will be made on Monday, March 16 to determine the selected candidate.

Assistant Treasurer – A discussion ensued regarding the need for an Assistant Treasurer, who would be able to manage this position in the event the Treasurer is unavailable. This will be further discussed at subsequent meetings.

Town Meeting, March 16, 2015 – The moderator for this meeting should be available to meet with the board by 6:15 p.m.

Being that there was no further business to be brought before the Board, a motion was made, seconded and so voted by all members to adjourn the meeting at 2:32 p.m.

Respectfully submitted,

Sharon Fleck
Administrative Secretary